



Board of Trustees
1 East Front Street
Media, PA 19063

Mission: Providing informational, educational, recreational and cultural resources to meet the needs of Media and Upper Providence residents and the greater community.

Board of Trustees Monthly Meeting Minutes

Monday, January 26, 2026 7:00 pm
Submitted by Meh Alam, Secretary

Attendees: Marsha, Sandra, Stephanie, Pat, Nancy, Bernadette, Stacy, Suzanne S, Suzanne C, Lindsay, Nathan, Elsa, Meh

Nancy opened the meeting at 7:00 pm and Meh took attendance

The November 2025 Board Meeting Minutes were approved following a motion by Elsa and second by Suzanne.

President's Report – Nancy Mott

Delco Gives Updates

- Sandra registered the Library for Delco Gives and will provide monthly updates.
- A Delco Gives webinar is scheduled for January 29 at 12:00 pm.
- Sandra is registered to attend; Nancy and Pat are unable to participate.

Schedule Adjustment

- May board meeting conflicts with Memorial Day week.
- Proposed new meeting date: Monday, May 18.
- Board will tentatively plan for May 18 pending final confirmation

Treasurer's Report – Pat Scanlon

2025 Year-End Summary

- Ended the year with a \$26,000 surplus (vs. an originally projected \$18,000 deficit).
- Surplus driven by a strong end-of-year giving surge.
- Earned \$2,500 from participating in the Summer Media 5-Miler.
- Extra income supported one-time repairs, new bookshelves for the Book Sale, and mobile devices.
- Line Dancing Event generated approximately \$1,500 in gross income.
- Overall: \$29,000 increase in revenue and \$16,000 decrease in expenses compared to expectations.

2026 Budget Overview

- Projected \$6,000 deficit for 2026.
- Additional income expected from Upper Providence.
- Budget includes telephone system replacement.
- Question raised: Is the fundraising allocation sufficient?
- Fundraising budget appears under Community Gifts with a proposed amount of \$21,400.

Budget Approval

- Motion to vote: Bernadette. Second: Suzanne.
- Budget approved unanimously by the board.

Marketing Report – Suzanne Cruitt

- No new updates

Development Report – Lindsay/Stacy

- April 10th - fundraiser event at Media Community Center
- Further details are forthcoming about line dancing event.

Book Sale – Elsa Woodfin

- Book Sale Committee will meet and have report for Feb board mtg

Governance – Stephanie Scher

- Sandra's evaluation is underway.
- Will start strategic planning process soon.

Director's Report – Sandra Samuel

- Completed a circulation review.
- Electronic circulation is outperforming all other local libraries.
- Children's circulation is down, while Adult circulation remains strong.
- Sandra's major priorities this month: Annual Report and Delco Gives.
- Marsha requested a breakdown of circulation by Upper Providence vs. Media.
- Vicki is using a new book distributor since Baker & Taylor went out of business, which may be contributing to recent complications.

Old Business –All

2026 Fundraising Ideation – Early Discussion

- Full discussion will continue at the February meeting.
- All board members are asked to **bring one fundraising idea**.
- Suzanne Swan shared an idea connected to the Book Sale.
- Proposal: Pre-Book Sale Event Raffle to sell tickets ahead of the sale.
- The Library no longer holds a Games of Chance license, which may limit the ability to restrict participation from other libraries.
- A \$60 purchase limit was suggested to prevent bulk buying by potential resellers.
- Winners would be notified in advance and informed of the time-limited, in-person requirement.
- Sandra noted that in the past, the Library offered \$100 early-access browsing on Friday evenings.
- Board to reconvene this proposal at the next meeting.

New Business –

Upcoming Dates of Importance:

- February 23, 2026 - Next Board Meeting
- March 23, 2026 - Board Meeting
- April 10, 2026 – Spring Fundraising Event at Community Center
- April 27, 2026 - Board Meeting
- May 18, 2026 - Board Meeting
- June 22, 2026 - Board Meeting
- August 24, 2026 - Board Meeting

7. Adjournment

Nancy Mott

Nancy Adjourned the meeting at 8:21 p.m. following a motion by Elsa and second by Suzanne C.